



Approved 9-17-14

**SCOTTSDALE PUBLIC LIBRARY BOARD
MEETING MINUTES
Arabian Library
June 18, 2014 - 3:30 p.m.**

Members Present: Teresa Kim Quale
Laraine Rodgers
Peggy Sharp-Chamberlain, Chair
Doug Sydnor
Mary Wilber, Vice Chair

Absent: Halette Fealey
Mark Shimelonis, Secretary

Staff Present: Carol Damaso, Library Director
Robbin Gaebler, Senior Manager, Building Operations & Volunteer Svcs
Kathy Coster, Senior Manager, Youth, Adult & Marketing Svcs
Jennifer Mabry Ragsdale, Senior Management Analyst
Beckie Gallivan, Collection Management & Metadata Services Manager

CALL TO ORDER

Board Chair Sharp-Chamberlain called the meeting to order at 3:32 PM.

APPROVAL OF MINUTES

Board Member Quale called for a motion to approve the Minutes of the May meeting as amended. Vice Chair Wilber seconded and the motion passed 5-0 (Board Secretary Shimelonis and Board Member Fealey absent).

OPEN CALL TO THE PUBLIC (ARS 38-431.02)

There were no members of the public present.

LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))

Library Director's Report – Carol Damaso

Director Damaso spoke briefly about her upcoming retirement and her history with the Scottsdale Public Library System. She reported that there will be a national recruitment for the position of Library Director. She thanked the Library Board for being so active in the community and applauded their support.

Director Damaso announced that the Library received its fourth First Things First grant, in the amount of \$165,000. Early Literacy Coordinator Marie Raymond has been working with First Things First very closely for the past several years and has worked very hard to secure this grant again. City Council approved the reception of the First Things First grant and 2 LSTA (Library Services and Technology Act) grants on June 17, 2014.

Director Damaso reported that there will be four Library Staff members attending the ALA (American Library Association) conference from June 26-July 1, 2014 in Las Vegas.

Director Damaso reported that the Summer Reading Program got off to a great start this year. Senior Manager Coster stated that they have a good group of teen volunteers assisting customers this year and that the numbers of customers signing up for the program is up from last year.

Director Damaso spoke about the Junie B. Jones program that took place on June 6, 2014. The program was very successful. She thanked Board Chair Sharp-Chamberlain for assisting in bringing this program to the Library.

Director Damaso reported that they are nearing the end of a Collections audit, which examined the fines and fees owed to the Library and looked at recommended changes to the current process. She stated that she requested that the City audit all Library business operations next year in order to stay on the right path and know where to make improvements.

Customer Comment Report – Carol Damaso

Board Member Quale asked why the Library notifies the patron 5 days after something is already overdue. Quale wondered why the notification does not go out sooner.

Director Damaso stated that she will research the answer to that question.

Board Chair Sharp-Chamberlain commented that she is always impressed by how thorough the staff responses are to customer comments or complaints.

Library Highlight – Beckie Gallivan

Collection Management & Metadata Services Manager Gallivan presented an update on the Scottsdale Collection, explaining that the Scottsdale Collection Committee has met several times to discuss what direction should be taken with the collection. She explained that the committee would like to recommend a new name, "Scottsdale Heritage Connection." to replace "Scottsdale Collection"

Joan Fudala, a member of the Scottsdale Collection Committee and Scottsdale Historian, spoke about the focus of the "Scottsdale Heritage Connection."

Board Chair Sharp-Chamberlain moved that the Board endorse and support the proposed vision and mission statements and proposed plan for the Scottsdale Heritage Connection; seconded by Board Member Rodgers. Approved 5-0
(Board Secretary Shimelonis and Board Member Fealey absent).

POLICY REVISION CIR-4

Vice Chair Wilber called for a motion to approve the revised policy CIR-4 Fines and Fees as amended to be consistent with Community Services Division Rental Fees and Fines effective 7/1/14. Board Member Sydnor seconded and the motion passed 5-0. (Board Secretary Shimelonis and Board Member Fealey absent)

POLICY REVISION CIR-7

Board Member Sydnor called for a motion to approve the revised policy CIR-7 Loan Guidelines. Board Member Quale seconded and the motion passed 5-0. (Board Secretary Shimelonis and Board Member Fealey absent)

POLICY REVISION PUB-5

Vice Chair Wilber called for a motion to approve the revised policy PUB-5 Interlibrary Loan. Board Member Sydnor seconded and the motion passed 5-0. (Board Secretary Shimelonis and Board Member Fealey absent)

CAPACITY BUILDING INITIATIVE

This item will be placed on the October agenda.

ANNOUNCEMENTS, ISSUES FOR FUTURE DISCUSSION

Board Member Wilber would like to see the Library Board meetings advertised at the meeting location and also on the website at least a few days before the meeting.

Board Chair Sharp-Chamberlain reported that the presentation she made to the residents of the HUD Assisted Living Center was successful.

The Library Board would like to hear about Quarterly Statistics at the next meeting. They would also like a report about the ALA conference, an update about Experience Matters and the Volunteer program and the results of the Community Service Master Plan.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 5:03 PM.

Respectfully submitted,

Killeen Sepulveda, Administrative Secretary